



February 20, 2013

**Important Information About Louisiana Medicaid Provider Re-Enrollment:
Re-Enrollment Begins February 28, 2013**

Dear Medicaid Provider:

In November, your office received a letter from the Louisiana Department of Health and Hospitals (DHH) about the new claims processing system DHH is implementing for Louisiana Medicaid. The new system, called PRISM (Provider Recipient Integrated System for Medicaid), is scheduled to totally replace the existing Medicaid claims system operated by Molina in fall 2014.

Provider enrollment is the first part of PRISM that will be implemented. Beginning February 28, 2013, **all** Louisiana Medicaid Provider Enrollment activity (new enrollments, changes, re-enrollment of all existing providers) will be performed by our contractors CNSI and Noridian Administrative Services. To comply with Medicaid provider enrollment requirements of the federal Affordable Care Act (ACA) and to receive Medicaid reimbursement after the 2014 transition to claims payments through PRISM, all currently enrolled providers must re-enroll in Louisiana Medicaid through the PRISM Portal by **December 31, 2013**.

Over the next several months, your office will be receiving two enrollment letters containing all of the necessary information for your office to begin the re-enrollment process into Louisiana Medicaid. These letters will be mailed separately for security purposes. The first letter will contain your National Provider Identifier (NPI) number (if applicable), PRISM Domain and User Name. The second letter will contain your temporary password. **Only Billing Providers will receive these letters. If you are a Servicing Only Provider, it will be the responsibility of the entity that is billing for your services to re-enroll you.**

The enrollment letters will be sent in phases, by provider types. Below are targeted dates when you can expect to receive these two letters:

Billing Agents/Clearinghouses – March
Facilities, Agencies, Organizations, and Institutions – March
Groups – March
Individual Practitioners – April
All Other Providers - May

During the re-enrollment process, please review your existing information to confirm it is accurate. Once your re-enrollment process is complete, your NPI, PRISM Domain, User Name, and Password will be utilized to maintain your provider files going forward. Please retain this information and keep it in a safe place for future reference.

Re-enrollment is critical to your continued participation in the Louisiana Medicaid program. Please notify your staff, particularly those involved in claims processing, that provider re-enrollment begins February 28th, 2013. For updates about the Medicaid re-enrollment process, PRISM training, PRISM FAQs and access to the PRISM Provider Portal, go to **<http://www.medicaid.la.gov/PRISM>**. Upcoming training sessions are posted on this website on the right-hand side of the page in the **Training Information** section, including live webinars and self-paced, online sessions which you can

complete at your convenience. Completion of PRISM training is not required to re-enroll but it is available and encouraged.

If changes are required to your provider file **prior** to re-enrolling online, a change request in writing will be required. Change request forms are available at <http://www.medicaid.la.gov/PRISM>. **Change requests by paper or re-enrollment by paper could significantly delay provider application processing. Online re-enrollment is strongly recommended.**

Providers may be required to enter their taxonomy code(s) to complete the enrollment process. Please see information below regarding taxonomy codes. Effective February 28th, 2013, please call the PRISM Provider Enrollment Unit at 1-888-780-7858 if you have questions about re-enrollment or if you need assistance logging into the PRISM Provider Portal.

Thank you for your participation in the Louisiana Medicaid Program.

PRISM Provider Enrollment Team
PO Box 91108
Baton Rouge, LA 70821-9108
Phone: 1-888-780-7858

Important information you will need about Taxonomy Codes for provider re-enrollment:

What is Taxonomy?

Taxonomy is a 10-character alphanumeric code used to identify provider type and area of specialization for health care providers. Taxonomy codes are administered at the federal level by Health and Human Services (HHS) at <http://www.hhs.gov>. For example, 208D00000X is the taxonomy code for a General Practice Physician.

Why do I need to know what taxonomy is?

Taxonomy is important to know because the PRISM claims system will be replacing the "Provider Type/Specialty/Subspecialty" currently used by the Molina MMIS claims system in claims processing with a taxonomy code that identifies the type of service you will be providing. Many medical insurance companies currently use taxonomy codes in claims payments.

Where may I obtain descriptions for taxonomy codes?

A complete list of taxonomy codes and descriptions are located at The Washington Publishing Company at <http://www.wpc-edi.com/taxonomy>. This list is updated twice per year.

How do I know which taxonomy code to use during PRISM enrollment into the Louisiana Medicaid program?

During PRISM online enrollment, enrolling providers will choose a provider type and specialty. The PRISM system will display a taxonomy code(s) based on the information you entered.

If you cannot enroll online and must enroll using paper, information will be provided in the Provider Enrollment Packets located, accessed through the Providers link on the PRISM website at www.medicaid.la.gov/PRISM, to walk you through your taxonomy choices. Please note that paper changes, paper enrollment could significantly delay payments to providers.

Who do I contact if I have questions about taxonomy?

All taxonomy-related questions should be directed to the PRISM Provider Enrollment Unit using the "Request More Info" button on the right-hand side of the PRISM home page. Please submit your question and a Provider Enrollment specialist will respond to you promptly. Or, effective February 28, 2013, call 1-888-780-7858.